

**CALIFORNIA BOARD OF OCCUPATIONAL THERAPY**

444 North Third Street, Suite 410

Sacramento, CA 95814

Phone: (916) 322-3394; FAX: (916) 445-6167

E-mail: [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov); Web: [www.bot.ca.gov](http://www.bot.ca.gov)

State of California  
Department of Consumer Affairs  
Arnold Schwarzenegger, Governor



---

**CALIFORNIA BOARD OF OCCUPATIONAL THERAPY  
PRACTICE COMMITTEE MEETING MINUTES**

**February 23, 2006**

**Oakland, CA**

**Committee Members Present**

Janet Jabri, Chair

Luella Grangaard

Debra Bolding

Judy Palladino

**Committee Members Absent**

Roberta Murphy

Pamela Roberts

**Staff Present**

April Freeman, Association Analyst

**A. Call to Order, Roll Call**

Chairperson Janet Jabri called the meeting to order at 9:15 a.m. and called the roll.

**B. Introductions**

Committee members and staff members introduced themselves.

**C. Discussion of the Expert Reviewer Program**

April Freeman, Associate Analyst, explained that the purpose of the Expert Reviewer Program is to compile a group of occupational therapists and occupational therapy assistant who are considered experts in their fields to assist the Board in reviewing enforcement case, advanced practice applications, advanced practice approved providers, etc. She advised the Committee that their role was to establish the criteria for those practitioners who wish to become expert reviewers. The Committee is also being asked to review and make recommendations on the draft application.

After discussion, the Committee recommended that the following criteria be established for the Expert Reviewer Program:

1. Three years of licensure/certification by the Board.
2. License must be current
3. Five years of practice in a specialty area.

4. Actively engaged in the practice of occupational therapy (meaning at least half-time or 80 hours per month)
5. No prior or current disciplinary charges pending

The Committee recommended that the following changes be made to the Application for Expert Reviewer Program:

Remove/Modify the following areas of expertise:

1. Remove "Sensory Integration"
2. Remove "Developmental Disabilities"
3. Add "Pediatrics"
4. Change "Mental Health" to "Behavioral Health"

Add/modify the following questions:

1. Add "Have you ever been an expert witness? If so, when"
2. Add "Why do you feel you are qualified to be an expert witness."
3. Include AOTA, OTAC, and other state association to the list of "current national certification."
4. Change "Have you been actively engaged in the practice of occupational therapy (defined as at least 80 hours a month in direct patient care, clinical activity, or teach, at least 40 hours of which must be direct patient care) in the past five years?" to "Have you .... (defined as at least 80 hours a month in the practice of occupational therapy, including direct client care, clinical activity, supervision, administration or teaching) in the past five years."
5. Change "Please describe your clinical activities within the past five years." to "Please describe your related practice activities within the past five years."

The Committee discussed the possibility of requiring Expert Reviewers to reapply periodically; perhaps every three years. This would ensure that they continue to meet the minimum requirements of the program.

The Committee recommended a reimbursement of at least \$100.00 per hour for testimony.

#### **D. Discussion of continuing competency audit documentation.**

Ms. Freeman gave the Committee members an overview of the Board's new continuing competency requirements and asked that the Committee make recommendations concerning the types of documentation that the Board will request when performing continuing competency audits.

After discussion of the continuing competency requirements, the Committee made a recommendation that the Board initially audit 5% of the licensing population and generate monthly reports of the audit outcome.

The Committee recommended the following documentation requirements for each continuing competency activity:

1. Structured Special Interest Group:
  - a. Clearly-defined written objectives
  - b. Dates, times, length, and topics discussed
  - c. List of participants
  - d. Statement of objective achieved
  - e. Possible a statement of learning.
2. Structured Mentoring:
  - a. Learning contract
  - b. Clearly-defined written objective
  - c. Learning goal
  - d. Measurable success
  - e. Mentor's signature
3. Providing Mentoring:
  - a. Can be different disciplines but must be related to professional practice
  - b. See "Structured Mentoring" above

#### **E. Possible Future Meeting Dates**

Committee members discussed possible future meetings date. They ruled out the first week of June and the first week of July. The last two weeks of June were a possibility.

Future agenda items included:

- Standards for Reviewing Applications to Provide Advanced Practice Post-Professional Education
- Standards for Reviewing Advanced Practice "Learning Statements"
- Committee structure
- Report on continuing competency audits
- Approval of advanced practice courses
- Expert Reviewer applications

#### **F. Adjournment**

The meeting adjourned at 11:34 a.m.